

**City of Enumclaw
1339 Griffin Avenue
Enumclaw, Washington 98022**

**City Council Regular Session
City Hall Council Chambers
April 25, 2022, 7:00 pm**

1. CALL TO ORDER AND FLAG SALUTE:

Mayor Molinaro called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Mayor Pro Tem Wright announced that all Councilmembers were present.

ATTENDANCE:

Councilmembers Corrie Koopman Frazier, Bobby Martinez, Anthony Wright, Thomas Sauvageau, Chris Gruner, Beau Chevassus and Chance LaFleur were present. Also present were Mayor Jan Molinaro, City Administrator Chris Searcy, City Attorney Brett Vinson, City Clerk Maureen Burwell, Public Works Director Ed Hawthorne, Finance Director Chris Anderson, Police Chief Tim Floyd, Information Services Technician Daniel Aaron, and Media Services Technician Zoie Raum.

2. ADJUSTMENTS TO THE AGENDA:

None.

Council consensus to approve agenda as published.

3. MOTION TO APPROVE MINUTES:

A. Council Minutes, 4/11/22

**WRIGHT MOVED TO APPROVE THE APRIL 11, 2022, MINUTES AS PUBLISHED.
SAUVAGEAU SECONDED. MOTION CARRIED 7-0.**

4. ANNOUNCEMENTS AND PRESENTATIONS:

A. ANNOUNCEMENTS

1. *Coffee with the Mayor*, Monday, May 2, 9:00 a.m., City Hall Council Chambers
Mayor noted.

B. PRESENTATIONS

1. Golf Course Update, by Bill Jensen, J & H Golf
Jensen stated that J & H Golf has operated the Golf Course since January 2020, just prior to the Covid-19 shut-downs. They also had many other challenges such as flooding, beavers, delayed golf cart delivery, etc. In spite of all this, the experience with the City has been above and beyond what they'd hoped for working with City Administrator Chris Searcy, Parks Director Michelle Larson and other staff, who have been very responsive with assistance. He detailed some of the projects completed:

- Painting and repairing a building at Hole #1
- Leveled the 18th green and the putting green
- Built new or repaired many of the tee-boxes
- Purchased 50 new carts, and an aerator

- Large amount of sod around Holes #3, #4, #5, and #6
- Asphalt on the cart paths in many areas

Jensen noted that use of the Golf Course is up by about 8%, and they are receiving many positive comments. There is still more work to be completed, however, they are pleased with the improvements and where they are with revenues.

LaFleur and Chevassus both thanked Jensen for the improvements to the Course and operating it with competence. Searcy noted that there is a good deal of effort put forth by Jensen and his staff to clean up after the flooding. The individuals who use the Course had high expectations and those expectations are being met.

Jensen noted that they have implemented 10-minute intervals for tee times rather than the standard 8 minutes; this has been a positive move and more enjoyable for the patrons.

C. COMMUNITY EVENTS

1. Northwest C10s Classic Truck Show, Saturday, May 7, 9:00 a.m. – 3:00 p.m., downtown Cole Street

Mayor noted.

5. COMMENTS FROM THE AUDIENCE:

None.

6. PUBLIC HEARING:

- A. 2023 – 2028 Transportation Improvement Program, Resolution No. 1753

MAYOR OPENED THE PUBLIC HEARING AT 7:14 P.M.

Burwell confirmed that the City Clerk’s office received no communication from the public regarding the 2023-2028 Transportation Improvement Program.

City Clerk Read by Title Only

RESOLUTION 1753

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON ADOPTING THE 2023-2028 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM.

Staff Report:

Hawthorne gave a PowerPoint presentation on the Transportation Improvement Program (TIP) noting that State law requires each municipality to adopt a six-year TIP; completed annually by July 1 of every year. The total budgeted for these projects is \$4.4 million with revenue sources of the City’s Transportation Benefit Fund, Real Estate Excise Tax (REET) funds, and Washington State’s Transportation Improvement Board (TIB) grants.

Current projects include:

- Third Street pavement preservation from Stevenson to Griffin Ave

- Warner Avenue from Berninger Street to Hwy 410
- City parking lot improvements

Upcoming projects are:

- Intersection improvements at 244th and Roosevelt
- Battersby Avenue
- Hard surface and sidewalk improvements

He went into detail on some of the projects, and also noted that the State Department of Transportation (WSDOT) has several projects that will impact streets within the City limits.

Council Comments:

In response to Chevassus, Hawthorne stated that he expects WSDOT to have some lane adjustments with their projects, however not to shut down the entire street. Searcy noted they may seek a noise limit waiver from the City to work at night.

In response to Sauvageau, Hawthorne indicated that the Thunderdome has hired a contractor and he expects them to start constructing the parking lot in May. The goal is for an August completion.

Public Input:

None.

MAYOR CLOSED THE PUBLIC HEARING AT 7:21 P.M.

7. TABLED BUSINESS:

None.

8. COUNCIL COMMITTEE REPORTS:

A. COMMUNITY AND ECONOMIC DEVELOPMENT – Councilmembers Wright, Chair; LaFleur, Chevassus

Wright stated the Committee last met on April 25. They discussed a potential semi-annual fee review; and the recruitment for a new Planner. The next meeting is scheduled for Monday, May 9, 4:30 p.m. via Microsoft Teams video-conferencing.

B. COMMUNITY SERVICES – Councilmembers Sauvageau, Chair; Koopman Frazier, Gruner

Sauvageau stated the Committee last met on April 20. They discussed the bid award on the Consent Agenda; the Boise Creek concession lease with Mocha Motion; project update for Farmer’s Park disc golf; the postponement of the McFarland Park pickle ball court due to the cost increase; and the Montgomery Park playground equipment installation. The next meeting is scheduled for Monday, May 16, at 5:00 p.m. at City Hall.

C. FINANCE – Councilmembers Koopman Frazier, Chair; Martinez, Gruner

Koopman Frazier stated the Committee last met on April 25. They discussed Resolution No. 1755, updates to the Purchasing Policy; and also had a conversation on banked capacity. The next meeting is scheduled for Monday, May 9, 6:30 p.m. in the Finance Department.

D. PUBLIC SAFETY – Councilmembers Chevassus, Chair; Sauvageau, Martinez
Chevassus stated the Committee last met on April 18. They discussed the LEMAP review which was recently published; staffing and roles; and launching a Peer Support team. The next meeting is scheduled for Monday, May 16, 6:00 p.m. at the Police Department.

E. PUBLIC WORKS – Councilmembers LaFleur, Chair; Wright, Gruner
LaFleur stated the Committee last met on April 25. They discussed gas supply; Resolution 1753; Consent Agenda agreement for Boise Spring transmission line: right-of-way acquisition on 244th and Roosevelt for a round-about; special events costs; an update on Battersby Avenue TIB grant opportunity; Waste Management accounts being transferred to the City in annexed areas; transitioning to a new style of garbage truck; and the Department of Ecology letter regarding WWTP violation during significant rain event in February. The next meeting is scheduled for Monday, May 9, 5:30 p.m. in the Council conference room at City Hall.

F. CHAMBER OF COMMERCE – Councilmembers Sauvageau, Liaison; Chevassus, Alternate
Sauvageau stated the Chamber Board last met on April 13. They approved a new strategic plan; and discussed the new website. The upcoming events are: May 14, Bingo downtown; May 17, Chamber membership meeting, Bordeaux Wine Bar; and June 11, Beer Walk, downtown. The next meeting is scheduled for Wednesday, May 11, 8:00 a.m. at The Claw.

G. SOUND CITIES ASSOCIATION (SCA) - Councilmembers LaFleur, Liaison; Koopman Frazier, Alternate
LaFleur stated that SCA last met April 13. They discussed local actions on climate change; affordable housing; solid waste and sewer rates; regional transportation plan; and levies and ballot measures. The May meeting has been cancelled so the next meeting will be in June.

H. TOURISM ADVISORY BOARD (TAB) - Councilmember Chevassus, Liaison
Chevassus stated that TAB has not met since the last Council meeting. The next meeting is scheduled for May 3, 9:00 a.m. at The Local.

I. ENUMCLAW EXPO AND EVENTS ASSOCIATION (EEEE) BOARD - Councilmember Wright, Liaison
Wright stated that EEEA has not met since the last Council meeting. The next meeting is scheduled for Tuesday, April 26, 9:00 a.m. at the Expo Center.

9. CONSENT AGENDA:

A. VOUCHER AND PAYROLL CERTIFICATION

1. Accounts Payable Vouchers #195114-195294 - \$517,859.47; Void Check #s 191163, 192688, 194359, 195004, 195125, 195193, 195195 - (\$9,352.98)
2. March 2022 Payroll Voucher #28996 - \$2,320.00; Payroll Direct Deposits - \$566,242.37; Payroll Tax and Benefits - \$564,070.59
3. ACH & Wire Transactions - \$460,111.22

B. BID AWARD

1. Mobile Stage

C. PROFESSIONAL SERVICE AGREEMENT

1. Gray & Osborne, Boise Spring Transmission Main

WRIGHT- MOVED TO APPROVE THE CONSENT AGENDA. GRUNER SECONDED.

In response to a question from Chevassus, Mayor explained the bid award item for the stage which may take about six months until delivery. Sauvageau stated that the Expo Center is renting a stage in July similar to the type that will be ordered if the bid award is approved.

MOTION CARRIED 7-0.

10. GENERAL BUSINESS:

A. ORDINANCE

1. Ordinance No. 2732 -Emergency Management Director

City Clerk Read by Title Only for the First Reading

ORDINANCE NO. 2732

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AMENDING CHAPTER 2.36 RELATED TO THE DIRECTOR OF EMERGENCY MANAGEMENT FOR THE CITY PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

Staff Report:

Floyd stated there is one change from the first reading. EMC 2.36.060 relating to the Mayor's disaster emergency powers needs an additional edit to subsection (a). Removing the last sentence will eliminate confusion.

Committee Report:

Sauvageau stated the Public Safety Committee is in favor of approval.

Council Comments:

In response to a question from Martinez, Floyd stated that if the Mayor is unavailable the emergency decisions fall to the City Administrator, if City Administrator is unavailable it falls to the Police Chief. This change simply clarifies that chain.

Vinson stated this is more for the passage of emergency resolutions and other administrative functions. The on-the-ground emergency management during a disaster will fall to the Emergency Management Director (Police Chief).

Council Action:

SAUVAGEAU MOVED TO APPROVE ORDINANCE NO. 2732, EMERGENCY MANAGEMENT DIRECTOR. CHEVASSUS SECONDED. MOTION CARRIED 7-0.

2. Ordinance No. 2733 – Jail Operations

City Clerk Read by Title Only for the First Reading

ORDINANCE NO. 2733

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON ADDING A NEW CHAPTER 2.118 ENTITLED “ JAIL FACILITIES” AND AUTHORIZING THE ADOPTION OF ASSOCIATED STANDARDS; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

Staff Report:

Floyd stated he had nothing further to add to his report from the April 11 meeting.

Committee Report:

Chevassus stated that the Public Safety Committee is in full support.

Council Comments:

None.

Council Action:

CHEVASSUS MOVED TO APPROVE 2733, JAIL OPERATIONS. MARTINEZ SECONDED. MOTION CARRIED 7-0.

B. RESOLUTIONS

1. Resolution No. 1753 – 2023-2028 Transportation Improvement Program

City Clerk Read by Title Only

RESOLUTION NO. 1753

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON ADOPTING THE 2023-2028 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM.

Staff Report:

Hawthorne stated he had nothing further to add to the report given during the Public Hearing section of the meeting.

Committee Report:

LaFleur stated the Public Works Committee is recommending approval.

Council Comments:

None.

Council Action:

LA FLEUR MOVED TO APPROVE RESOLUTION NO. 1753, 2023-2028 TRANSPORTATION IMPROVEMENT PROGRAM. GRUNER SECONDED. MOTION CARRIED 7-0.

2. Resolution No. 1755 – Revisions to Purchasing Policy
City Clerk Read by Title Only

RESOLUTION NO. 1755

**A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON
AMENDING RESOLUTION NUMBER 1607 CITY PURCHASING POLICY.**

Staff Report:

Anderson stated the Purchasing Policy was last revised in 2018; the amendments in this Resolution are recommended by MRSC and the Washington State Auditors Office. This changes some of the dollar limits for staff to sign invoices and gives Department Directors the authority to assign a staff member to approve invoices up to \$2,500.

Committee Report:

Koopman Frazier stated the Finance Committee desires to hear opinions from the other Councilmembers.

Council Comments:

Extensive discussion regarding the revisions ensued, including:

- The wording “formal quotes” in section 4.6, does not mean that there will be no documentation. Quotes will still be required; this refers more to not requiring formal bids.
- Three written quotes can be difficult to get so these changes allow more flexibility in the number of quotes. Quite a bit of administrative time can be spent in obtaining three quotes.
- The State RCWs mandating some of the amendments are categorized by the size of municipalities.
- The 2018 revisions did not include some of the dollar limits included in this revision, which is why some of the individual signing authority limits are going up significantly.
- Federal grant requirements were updated in 2018, and are current.
- City policy on dollar limits can deviate somewhat from the State law, however, the proposed limits are to ensure greater efficiency with purchasing.
- The expenditure amounts are still to be within the approved budget, with any overages coming to Council in the form of a budget amendment.
- Although the individual approval limits will be increased, the invoice approvals will still be reviewed by Anderson; the invoice has to match up with the quotes and there is double-checks along the way.
- Although these revisions will eliminate the formal sealed bid process for items below \$35,000, three bids will be pursued whenever possible.
- If there are more clarifications needed and perhaps amendments to the Resolution, suggestion to return it to the Finance Committee for more discussion with Anderson at their next meeting with a revised Resolution coming before the whole Council at one of the meetings in May.

Council Action:

GRUNER MOVED TO REFER RESOLUTION NO. 1755 BACK TO THE FINANCE COMMITTEE. LA FLEUR SECONDED.

Discussion on whether or not more clarification is needed; perhaps making a motion to amend the resolution as discussed earlier in section 4.6 to not requiring a “formal sealed bid process”. Councilmembers each gave their opinions on Finance Committee reviewing again versus passing with an amendment at this meeting.

MOTION FAILED 3-4. WRIGHT, SAUVAGEAU, MARTINEZ AND LA FLEUR OPPOSED.

LA FLEUR MOVED TO AMEND RESOLUTION NO. 1755, SECTION 4.6, FROM “SMALL PURCHASES UNDER \$35,000 DO NOT REQUIRE A FORMAL QUOTE” TO “SMALL PURCHASES UNDER \$35,000 DO NOT REQUIRE A FORMAL SEALED BID PROCESS”. WRIGHT SECONDED. MOTION CARRIED 6-0. GRUNER ABSTAINED.

MARTINEZ MOVED TO APPROVE RESOLUTION NO. 1755 AS AMENDED, REVISIONS TO PURCHASING POLICY. LA FLEUR SECONDED. MOTION CARRIED 6-0. GRUNER ABSTAINED.

C. GENERAL ITEMS

1. Action Item

a. Confirm Jessica Rose as City Clerk, effective June 4, 2022

Searcy stated that Deputy City Clerk Rose has done a very good job in her position and is ready to step into this position at the retirement of the current City Clerk.

WRIGHT MOVED TO APPROVE JESSICA ROSE AS CITY CLERK EFFECTIVE JUNE 4, 2022. LA FLEUR SECONDED. MOTION CARRIED 7-0.

b. Opioid Litigation Settlement

Searcy stated that the State of Washington along with several cities have initiated litigation against opioid distributors McKesson, Cardinal Health, Amerisource Bergen, and Johnson & Johnson. The litigation is getting close to a settlement and the defendants would prefer to get as many local governments to participate in the settlement rather than individually litigate. The One Washington Memorandum of Understanding (MOU) establishes the allocation framework and lists the eligible uses. The Police Department and Enumclaw Municipal Court Prosecutor agree that these funds could be put to good use for individuals who enter the court system with substance abuse issues, to assist in their rehabilitation.

Gruner emphasized that the funds should be used for programs that are directly helping with substance abuse issues, and not ancillary issues like housing. In response to his question, Searcy confirmed that the City will have discretion to allocate the funds among the allowable uses.

LA FLEUR MOVED TO AUTHORIZE THE MAYOR TO SIGN THE ONE WASHINGTON MOU. GRUNER SECONDED. MOTION CARRIED 7-0.

2. Routine Reports

- a. Parks: Aquatics; Cultural Programs; Parks; Recreation;
- b. Public Works: Facilities; Equipment Rental; Solid Waste; Gas; Line Maintenance; Streets; Wastewater; Water

11. UNFINISHED BUSINESS:

A. Cole Street Week-end Closures

Mayor informed Council that he had put the agenda item on the City's website and on the City's Facebook page asking citizens for their comments at this Council meeting. He noted that there were no individuals in the Chambers.

Council discussion and comments included:

- Comments from the community to various Councilmembers that they are supportive.
- Many people who responded to the Facebook survey on streateries actually thought they were commenting on the week-end street closures; overwhelmingly supportive.
- Currently going through process to decide on barricades. Two options: permanent with swinging gate or temporary on wheels. Additionally, whether or not metal or wood materials should be used.
- Traffic standards need to be met with the barricades.
- Volunteers are required to close the street, set out the fire pits and chairs, and also remove the barricades at the end of the week-end.
- Public Works staff are affected with trash services and street sweeping; these costs need to be considered.
- Perhaps donations could be solicited for costs such as propane, as was done last year. The cost was \$170.00 for one month of propane.
- Disabled parking needs to be considered for those wanting to patronize the restaurants that are on the portion of Cole Street that is closed. Perhaps a temporary drop-off spot could be established.
- Consistency on road closure is needed. The business owners have the responsibility for closing the street and putting out the barricades. If there is weather that prevents the closure, it is the decision of those business owners. Sunday they are to re-open the street.
- The business group that meets on Thursday morning will need to discuss consistent volunteer tasks.
- Public Works Committee is reviewing costs for various events, and they will include the week-end Cole Street closures.

Discussion ensued on the handicap parking issue raised by a concerned citizen:

- Due to the Streetscape design, any parking along downtown Cole Street is easily accessible. The question is whether or not to specifically designate a spot or several spots along the street rather than just in the parking lots.
- The City meets the required number of ADA accessible parking spots. Handicap street parking is not part of the requirement.
- A drop-off spot for the week-end closures would facilitate better accessibility.

Council agreement to continue the week-end closure of a portion of Cole Street. No need for handicap street parking, but most Councilmembers were amenable to having a drop-off option at one end of the closed portion.

12. NEW BUSINESS:

None.

13. EXECUTIVE SESSION:

None.

14. ADJOURNMENT:

LA FLEUR MOVED TO ADJOURN THE MEETING. SAUVAGEAU SECONDED. MOTION CARRIED 6-1. CHEVASSUS OPPOSED.

Meeting adjourned at 8:46 p.m.

Respectfully Submitted,

Maureen Burwell
City Clerk

Date Minutes Approved: _____

Council agreement to continue the week-end closure of a portion of Cole Street. No need for handicap street parking, but most Councilmembers were amenable to having a drop-off option at one end of the closed portion.

12. NEW BUSINESS:

None.

13. EXECUTIVE SESSION:

None.

14. ADJOURNMENT:

**LA FLEUR MOVED TO ADJOURN THE MEETING. SAUVAGEAU SECONDED.
MOTION CARRIED 6-1. CHEVASSUS OPPOSED.**

Meeting adjourned at 8:46 p.m.

Respectfully Submitted,



Maureen Burwell
City Clerk

Date Minutes Approved: 5-9-22